

Chief, Intelligence Staff

28 April 1947

Assistant Director, Reports and Estimates

Compensatory Time Off

In connection with your request to be absent from 14 June to 14 July 1947, I am informed that the Central Intelligence Group policy as to the use of compensatory time off is to be announced shortly which will require that compensatory time off be used within the pay period in which it is earned except in very unusual circumstances. In addition to that, I am informed that a ruling of the Comptroller General allows an agency to pay an individual who is employed at the base rate of P-8 overtime pay and/or compensatory time off only to the extent of \$25.00 so as to comply with the regulation that no civil service employee be paid at a rate higher than \$10,000 per year.

In view of these circumstances, it will be impossible to grant your request for compensatory time off for the period stated but, should you care to have this vacation charged to annual leave, approval is here given.

J. KLANE HUDDLE
Assistant Director
Reports and Estimates

TOP SECRET SECRET CONFIDENTIAL RESTRICTED

OFFICE OF REPORTS AND ESTIMATES

| Date | From | Office | To |
|------|------|------------------------------|----|
| | | OFFICE OF ASSISTANT DIRECTOR | |
| | | Assistant Director | |
| | | Deputy Assistant Director | |
| | | EXECUTIVE STAFF | |
| | | Personnel & Administration | |
| | | Message Center | |
| 4/3 | ✓ | PLANNING STAFF | ✓ |
| | | INTELLIGENCE STAFF | |
| | | Current Division | |
| | | Presentation Division | |
| | | Projects Division | |
| | | LATIN AMERICAN BRANCH | |
| | | WESTERN EUROPE BRANCH | |
| | | EASTERN EUROPE/USSR BRANCH | |
| | | NEAR EAST/AFRICA BRANCH | |
| | | FAR EAST/PACIFIC BRANCH | |
| | | NORTHERN BRANCH | |
| | | REFERENCE BRANCH | |
| | | SCIENTIFIC BRANCH | |
| | | FUNCTIONAL BRANCH | |
| | | Economic Group | |

___ Action ___ Recommendation ___ Comment

___ Signature ___ Information ___ Retain

REMARKS:

To office of Asst. Director

Form No. 70-1
Feb 1947TOP SECRET SECRET CONFIDENTIAL RESTRICTED
(168)